



Office of Cooperative Environmental Management (OCEM)

Director: Daiva Balkus

Quarterly Report

No. 3

OCEM News ~ June 2003

Good Neighbor Environmental Board (GNEB)

The Board released its Sixth Report to the President and Congress on April 29th at the Border Institute V conference in Rio Rico, Arizona. It was delivered to key Administration clients, received press coverage from several sources, and is being distributed at key border-region events as well as by Board members to their networks. Earlier in the month, the Board held its first border-community meeting of 2003 in Deming, New Mexico, on April 9th and 10th.
(More info? ~ Elaine Koerner)

National Advisory Council on Environmental Policy and Technology (NACEPT)

The NACEPT Council met in Washington, D.C. on May 6-7 to continue work on current projects, evaluate new initiatives, and discuss subcommittee report-outs. Tom Gibson, Chief of Staff and Jean-Marie Peltier, Counselor to the Administrator for Agricultural Policy met with the Council to discuss the different aspects of NACEPT's proposed work plan for the coming year.
(More Info? ~ Gwen Whitt, Sonia Altieri)

National and Governmental Advisory Committees (NAC&GAC)

The National and Governmental Advisory Committees met in Washington, D.C. on May 8-9 to develop recommendations to the Administrator on priority issues that the U.S. should

address at the June 24-25 Commission for Environmental Cooperation Council of Ministers Session. The U.S. will be hosting the Council Session in Washington, D.C. and as host, is responsible for developing the agenda for the Session with the Environmental Ministers of Canada and Mexico.
(More Info? ~ Mark Joyce, Oscar Carrillo)

Designated Federal Officer (DFO) **Updates and Activities**

The draft committee membership process and package was sent out to the Designated Federal Officers (DFOs) for comment on May 20. Responses are due by June 10. This project will improve and standardize the nomination and appointment of committee members across the Agency. Input has been provided by a "membership task force" of DFOs and everyone involved in the process, including the Office of the Administrator's (AO) staff who review the packages prior to approval. (More info? ~ Toni Rousey, Khanna Johnston)

The new "Committee Guide" is nearing completion. This guide replaces the old Committee Management Manual. In compliance with the Federal Advisory Committee Act, the guide provides uniform administrative guidelines for the operation of federal advisory committees at EPA. Select DFOs and General Counsel are currently reviewing the draft guide. The entire DFO community will have an opportunity to comment on the draft guide in June.

(More info? Vicki Ellis, Tim Sherer)

On March 6, OCEM hosted a meeting of the Agency's DFOs. Jim Dean, Director of GSA's Committee Management Secretariat, was the guest speaker. Following the meeting, OCEM hosted an "Open House," for all EPA employees. This event was filled with exhibits and presentations explaining the accomplishments and future plans of OCEM. We also provided OCEM's publications, handout materials and wonderful food for the attendees.

OCEM coordinated training for all Agency DFOs on the GSA Stakeholder Engagement Survey. This survey conducted by the GSA Committee Management Secretariat in partnership with OCEM, measured committee effectiveness as perceived by committee members, DFOs, and Agency officials who receive advice from the committees. This survey was conducted across every agency and department within the executive branch of government. The survey pointed out strengths and weaknesses in individual committees. Plans are being made to conduct this survey again next year in order to measure progress.

A reception for Agency DFOs, hosted by the Chief of Staff for the Deputy Administrator, was held on June 4. Thanks to Claudia McMurray, Kelly Sinclair and Barbara McLeod for their generosity.
(More info? Vicki Ellis, Tim Sherer)

Planning, Technology and Outreach Staff

OCEM's Annual Strategic Planning Meeting was held on May 13-15 at the Harbourtowne Conference Center, St. Michael's, Maryland. The highlight of the meeting was OCEM staff participating in the Office of Personnel Management's, "Emotional Intelligence As a Leadership Skill." Each staff member completed a personal survey and John Anderson, PhD, facilitated a full day's session on emotional intelligence at the meeting. His highly motivating session provided guidance in analyzing our survey results. In addition to our sessions on Emotional Intelligence, Rob Kramer of "The Leadership Group" facilitated a session on maximizing leadership at all levels. During this session, we identified and discussed the various theories of leadership and how they can apply to OCEM as a team. Both sessions were geared toward improving our work environment by gaining additional trust as individuals and as a team, providing confident leadership and improving our communication and interaction.

OCEM Welcomes New Arrivals

OCEM welcomes Khanna Johnston to our Committee Policy and Oversight Staff. Khanna has become such an integral member of our office, it's hard to believe

she just joined us in February, from the Office of Water.

In April, Toni Rousey had a healthy baby boy named Harry....

OCEM also welcomes our new HACU Intern, Celia Rivas, from the University of Arizona, and Larry Boggs, our returning summer student, from Morgan State University.

OCEM bids farewell to Gordon Schisler who served this office so well as Deputy and Acting Director for many years. Gordon is now Deputy Director of the Office of Civil Rights.

**Comments? Questions?
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